

**COUNTY OF SAN DIEGO
HEALTH AND HUMAN SERVICES AGENCY
COMMUNITY ACTION BOARD (CAB)
ENERGY INNOVATION CENTER
4760 Clairemont Mesa Blvd.
San Diego, CA 92117**

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CAB MEETING MINUTES: SEPTEMBER 14, 2012

TOUR OF FACILITIES

SDG&E staff facilitated a tour of the Energy Innovation Center in which CAP staff we shown the various energy-saving innovations on display in the building.

CALL TO ORDER

In the absence of CAB Chair Jasmin Kirkland, CAB Vice Chair Ann Durham called the meeting to order at 3:04 p.m. There was no quorum for this meeting.

ROLL CALL

- Present: Awichu Akwanya; Keith Stevenson; Jeannine Nash; Ann Durham; Denise Reed; Filipa Rios; Rebecca Baez
- Excused: Ana Briones-Espinoza; Margie de Ruyter; Jasmin Kirkland; Paul Moose; Denise Smith; Mark Nanzer; Adriana Paulson; Nelson Leone
- Absent: Sonia Ruiz
- Staff: Juana Duenas; Carrie Castillo; Maria Sanders; Luke De Smet

ACCEPTANCE OF AGENDA

- Item tabled due to lack of quorum.

APPROVAL OF AUGUST 10, 2012 MINUTES

- Item tabled due to lack of quorum.

APPROVAL OF AUGUST 16, 2012 MINUTES

- Item tabled due to lack of quorum.

ACTION ITEM: CAB MEETING DATES

CAB members expressed continued interest in moving meeting dates to the second Thursday of each month, but due to the lack of a quorum no vote was taken and item was tabled until next meeting

ACTION ITEM: BOARD RETREAT

Item tabled due to lack of quorum. Due to the inability to vote, plans for the board retreat were postponed from October to November. The board retreat will allow CAB members to discuss and plan for the coming year. Topics will include board priorities, outreach strategies, the upcoming CAP plan, the State accreditation process and more. State officials have also expressed interest in providing CSBG Board training.

Preliminary plans are to hold the retreat on November 15, 2012 from 12:00 p.m. to 4:00 p.m. CAB members in attendance suggested the SGG&E Innovation Center be the location.

VACANCY ROSTER AND OUTREACH UPDATE

Juana Duenas updated CAB regarding roster changes and vacancy outreach. The updated vacancy roster was distributed to CAB members.

Rebecca Baez reported and Awichu Akwanya both provided possible applicants to be their respective alternates.

CAP PROGRAM DIRECTOR'S REPORT

Maria Sanders updated CAB regarding upcoming events and issues relevant to CAB. An Advisory Board Chair Meeting was held on September 5, 2012. Board chairs who were unable to attend will be receiving letters and materials from the meeting to share with their boards. Information regarding next year's meeting will be provided to CAB as early as possible. CAP Senior Accountant Carrie Castillo provided CAB with CAP's most recent fiscal report and reported updates:

- As of the new fiscal year CAP is no longer overseeing the 2-1-1 contract
- On July 1, 2012, CAP took responsibility for Juvenile Diversion contracts.
- CAP Staff will be reporting the numbers for the Summer Youth Program after the program ends in September.
- The Hotel/Motel Voucher Program, which is built into the CAP's Family Self-Sufficiency contracts, will begin for the fiscal year on October 31, 2012.

CAP staff will bring FRC customer service survey results to CAB as soon as they are available.

CAB CHAIR'S REPORT – JASMIN KIRKLAND

CAB Chair Jasmin Kirkland was not present at the meeting. Ann Durham relayed the information that Ms. Kirkland would like regional and community reports to become a standing item during the board discussion portion of CAB meetings.

BOARD DISCUSSION

Rebecca Baez informed CAB of an SDG&E program called Neighbor to Neighbor, which helps customers pay delinquent SDG&E bills up to \$200.

CAB members requested that CAP staff provide a full roster of CAP contractors at the October meeting.

PUBLIC COMMENT

No public comment.

ADJOURNMENT

Meeting was adjourned at 4:09 p.m.

MINUTES APPROVED BY: Jasmin Kirkland (Chair)

Signature

Date

NEXT MEETING

- October 12, 2012, 2:30 p.m.